

**To:** NLUHM.KATE@EPA.GOV[NLUHM.KATE@EPA.GOV]; Willis, Sharnett[Willis.Sharnett@epa.gov]; EPA@BCDTRAVEL.COM[EPA@BCDTRAVEL.COM]  
**Cc:** Reynolds, Thomas[Reynolds.Thomas@epa.gov]  
**From:** EPA@BCDTRAVEL.COM  
**Sent:** Tue 8/11/2015 5:33:44 PM  
**Subject:** Final Notice: Authorization Required: Travel for REYNOLDS/THOMAS H \* Travel date – 11Aug15 \* REF: MWVHPX

Name: REYNOLDS/THOMAS H  
Locator: MWVHPX  
Travel Date: 11Aug  
Booking PCC: 2F8M

**We have not received your authorization to travel for the trip referenced below. The airline cancels reservations that are not ticketed 48 hours in advance of departure. If you intend to go on this trip, you must rebook the trip and receive your authorization to travel as soon as possible.**

Traveler

REYNOLDS / THOMAS H

**Reference number by traveler:** Not Applicable

Date	From/To	Flight/Vendor	Status	Depart/Arrive	Class/Type
08/11/2015	AD-DEN	UA 1985	Confirmed	10:23 PM/12:11 AM +1	Economy / M
08/12/2015	DEN-DRO	UA 3683	Confirmed	11:09 AM/12:18 PM	Economy / H

## United Airlines Flight UA1985 Economy

[Online check-in](#)

Depart: Dulles Intl [Weather](#)  
Washington, District of Columbia, United States  
~~Denver International~~ August 11 2015 [Weather](#)  
Arrive: Denver, Colorado, United States  
12:11 AM Wednesday, August 12 2015  
Duration: 3 hour(s) and 48 minute(s) Non-stop  
Status: Confirmed - United Airlines Record Locator: GFBH21  
Meal: Food and Beverages for Purchase  
Equipment: Boeing 737-900 Passenger  
Seat: Assigned at Check-in  
FF Number: XXXX8982 - REYNOLDS/THOMAS H  
Distance: 1448 miles / 2329.832 kilometers  
CO2 Emissions: 637.12 lbs/289.6 kgs  
Remarks: SEAT ASSIGNMENT RESTRICTED TO AIRPORT/ONLINE CHECK-IN.  
FOR UP TO DATE TRAVEL INFORMATION ON AIRLINE  
CHECK-IN/RESTRICTIONS/LIMITATIONS/SECURITY.  
PLEASE CHECK WWW.UAL.COM

## United Airlines Flight UA3683 Economy

[Online check-in](#)

Depart: Denver International [Weather](#)  
Denver, Colorado, United States  
11:09 AM Wednesday, August 12 2015  
Arrive: La Plata [Weather](#)  
Durango, Colorado, United States  
12:18 PM Wednesday, August 12 2015  
Duration: 1 hour(s) and 9 minute(s) Non-stop  
Status: Confirmed - United Airlines Record Locator: GFBH21  
Equipment: Canadair Regional Jet 700  
Operated By: GOJET AIRLINES DBA UNITED EXPRESS  
Seat: Assigned at Check-in  
FF Number: XXXX8982 - REYNOLDS/THOMAS H  
Distance: 250 miles / 402.25 kilometers  
CO2 Emissions: 137.5 lbs/62.5 kgs  
Remarks: SEAT ASSIGNMENT RESTRICTED TO AIRPORT/ONLINE CHECK-IN.

FOR 24/7 TRAVEL ASSISTANCE PLEASE CONTACT  
THE BCD TRAVEL TEAM AT 1-866-964-1346  
FOR OUTSIDE THE US CALL COLLECT 406-496-9577  
FOR THE HEARING IMPAIRED- PLEASE DIAL 711  
TO ACCESS RELAY SERVICE- PROVIDE PHONE  
NUMBER OF 1-866-964-1346 TO ACCESS TRAVEL

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DUE TO RECENT CHANGES IN THE FY15 GOVERNMENT CITY PAIR  
PROGRAM/CPP YOUR AIR RESERVATIONS ARE SUBJECT TO  
CANCELLATION BY THE AIRLINES IF NOT TICKETED AT LEAST  
48 HOURS PRIOR TO SCHEDULED DEPARTURE  
PLEASE ENSURE ALL NECESSARY APPROVALS ARE PROCESSED IN  
ACCORDANCE WITH YOUR AGENCY'S BUSINESS RULES BUT NO LESS  
THAN 3 BUSINESS DAYS PRIOR TO DEPARTURE TO ENSURE TICKETING.  
THIS 48 HOUR CANCELLATION RULE DOES NOT APPLY TO  
INTERNATIONAL RESERVATIONS UNLESS YOUR TRIP HAS DOMESTIC  
CONNECTIONS ON MORE THAN ONE AIRLINE OR THESE  
RESERVATIONS REQUIRE SEPARATE AIR TICKETS.

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